



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

President – Ray Tetreault • Vice-President – Mark Simon • Director – Kevin Graves • Director – Bill Pease • Director – Chris Steele

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY**
Wednesday May 1, 2013
REGULAR MEETING 7:00 P.M.
1800 Willow Lake Road, Discovery Bay, California
Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

Call business meeting to order – 7:00 p.m. by President Tetreault
Pledge of Allegiance – Led by President Tetreault
Roll Call – All Present

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

None

C. PRESENTATIONS

None

D. AREA AGENCIES REPORTS / PRESENTATION

1 Sheriff's Office Report

Resident Deputy – Provided the law enforcement report for the month of April. There was discussion between the Board and the Sheriff's Office.

2. CHP Report – No Report

3. Fire District Report – No Report

4. East Contra Costa Fire Protection District Report – No Report

5. Supervisor Mary Piepho, District III Report

Karyn Cornell - Provided an update on several projects surrounding Discovery Bay. There was discussion between the Board and Karyn Cornell.

E. COMMITTEE/LIAISON REPORTS

1. Trans-Plan Report – No Report

2. County Planning Commission Report – No Report

3. Code Enforcement Report – Director Pease provided an update

4. Special Districts Report – No Report**

** These meetings are held Quarterly

F. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. DRAFT Minutes of previous regular meeting dated April 17, 2013

2. Approve Register of District Invoices

3. Approve and Adopt Resolution 2013-08, Direction to HERWIT Engineering to prepare 2013-2014 Annual Assessment Report for the Ravenswood Improvement District, Discovery Bay Landscape & Lighting Zone #9

Motion by: Vice-President Simon to approve the Consent Calendar

Second by: Director Pease

Vote: Motion Carried – AYES: 5, NOES: 0

General Manager Howard – Requested to have item G-2 placed before item G-1

G. NEW BUSINESS AND ACTION ITEMS

1. Discussion and possible action regarding potential Maintenance Agreement with California Department of Transportation for Landscape Renovation along Highway 4

General Manager Howard – Provided the details of item G-1.

Parks and Landscape Manager Perez – Provided additional details of item G-1. There was discussion between the General Manager, the Parks and Landscape Manager, and the Board.

Motion by: Director Pease to recommend that the Board authorize Staff to move forward with the Cal Trans right of way Maintenance Agreement

Second by: Vice- President Simon

Vote: Motion Carried – AYES: 5, NOES: 0

2. Purchase of Water Booster Pump System for Wastewater Treatment Plant #2

General Manager Howard – Provided the details of item G-2.

District Engineer Gregory Harris – Provided additional details of item G-2. There was discussion between the District Engineer, the Water and Wastewater Manager, and the Board.

Motion by: Director Graves that a Water Booster Pump System from Pump Works Inc. be purchased in the amount of \$47,000.00 and authorize the General Manager to execute all purchase documents

Second by: Vice-President Simon

Vote: Motion Carried – AYES: 5, NOES: 0

H. PRESIDENT REPORT AND DIRECTORS' COMMENTS

Director Graves – Stated he provided his Aviation report for April 11, 2013

Director Steele – Stated great job on the Earth Day Event

I. MANAGER'S REPORT

None

J. GENERAL MANAGER'S REPORT

1. DRAFT CCR

General Manager Howard – Provided the details of item J-1. There was discussion between the General Manager, the Water and Wastewater Manager, and the Board.

K. DISTRICT LEGAL COUNSEL REPORT

None

L. COMMITTEE UPDATES – Discussion and Possible Action

1. Approved minutes from the Community Center meeting dated March 25, 2013

2. Community Center Status Report (No written report)

M. CORRESPONDENCE – Discussion and Possible Action

1. R – Contra Costa Special Districts Association meeting minutes dated January 28, 2013

2. R – Byron Municipal Advisory Council meeting minutes dated February 21, 2013

N. PUBLIC RECORD REQUESTS RECEIVED

1. Kiper Homes Capacity Fee

O. FUTURE AGENDA ITEMS

1. Discussion regarding the Creek – which runs through the District Office

P. ADJOURNMENT

The meeting adjourned at 7:39 p.m. to the next regular meeting on May 15, 2013 starting at 7:00 p.m. at 1800 Willow Lake Road.

//cmc – 05.06.13

<http://www.todb.ca.gov/content/agenda-and-minutes/>